



AMOCO REUSE AGREEMENT JOINT POWERS BOARD

MEETING MINUTES

6:00 p.m. Wednesday, March 14, 2018

2435 King Blvd, Big Horn Conference Room, Casper, WY 82604

Present: Ben Schrader, Jerad Stack, Bryce Row, Scott Sissman, Reed Mersch, Ed Opella, and Doug Follick.

Others Present: Michael Neuenschwander and Renee Hahn (ARAJPB)

Excused Absences: Bob Hopkins and Bob Chynoweth

With a quorum in attendance, the meeting was called to order at 6:00 p.m. by Chairman Schrader. All attendees were asked to participate in the Pledge of Allegiance to the Flag.

1. Minutes from February 14, 2018 Regular Meeting

A motion was made by Mr. Row and seconded by Mr. Mersch to approve the Minutes of the February 14, 2018 meeting. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Minutes as presented. (Copy of Minutes on file.)

2. Approval of March 14, 2018 Treasurer's Report

Details of investment accounts, the checking account and the various vouchers listed on the Treasurer's Report of March 14, 2018 were presented by Ms. Hahn.

The February 2018 monthly financial statement draft by Lenhart Mason was presented by Ms. Hahn. She asked the Board if they had any questions. There were none.

A motion was made by Mr. Row and seconded by Mr. Opella to approve the Treasurer's Report of March 14, 2018 containing the financial report of the investment funds, checking account and the interest accrued including the authorization for payment of all vouchers listed on the report. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the report.

Investment/Financial Committee Report: Ms. Hahn stated the Committee had not met and so she had nothing to report.

3. Committee Reports

- **Three Crowns**

Mr. Follick discussed the Three Crowns Budget for the 2018-2019 year. This budget contains a predicted loss of (\$323,226). Mr. Follick explained that the Three Crowns Committee voted and approved the budget at their February Meeting. This forecasted budget contains hiring a bookkeeper for 20 hours a week, reducing the inventory in the Pro-Shop, and changing the status of the Instructor from a salaried position to a contracted position.

Mr. Follick also informed the Board that no capital equipment was approved by the Three Crowns Committee. A motion was made by Mr. Follick and seconded by Mr. Opella to approve the Three Crowns budget with a projected loss of (\$323,226) and the approval not to purchase any capital equipment. Mr. Sissman inquired how the revenue had been determined. Mr. Neuenschwander stated the last two years of actuals were used to formulate both the revenues and expenses with events being slightly increased. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Budget and not to purchase any Capital Equipment as presented.

(Copy of Budget on file.)

Ms. Hahn updated the Board on Three Crowns Financial Status. She stated "at this time additional funds are not needed from ARAJPB. When the Year-End Statement is produced it will be balanced to see if additional funds will be needed to start the new fiscal year in April." Once again, Mr. Follick asked Mr. Johnson to manage all benefited employees PTO (paid time off). The goal is to zero out all the balances by December 31, 2018 in case there is a transition to another management company.

Mr. Merschat informed the Board that ARAJPB had received eight Request for Proposals (RFP's). He informed the Board of the plans moving forward. "The next month will be used to review the submitted proposals and choose the top 3 management companies." In addition, Mr. Neuenschwander will produce a comprehensive comparison which will include a self-management option.

Mr. Schrader said he was very pleased with the responses on the RFP's and thanked everyone on the taskforce committee for their time and involvement. He continued, by thanking Mr. Neuenschwander for all the hard work he had completed on producing the well-executed budget.

Mr. Follick informed the Board that two letters of interest were received for the Three Crowns Committee for the two open seats. "The applicants are Reed Merschat and John Glassburn." After discussion, a motion was made by Mr. Opella and seconded by Mr. Row to select both candidates. There being no further discussions, The Board proceeded to vote. The motion carried with all members in attendance voting aye.

- **PRC**

Ms. Hahn shared BP's plans concerning the Slurry Wall. The construction is on track to begin on May 29, 2018 in the Western Opportunity Area and be completed by the end of July. She also informed the Board that she is working with BP on the finished asphalt product for the permanent pathway.

- **Refined Properties**

Ms. Hahn reviewed the status report supplied by Refined Properties. She reported that Edie Holmes is no longer the representative anymore. Mr. Schrader and Mr. Stack will arrange a meeting with Mr. Carey Brus to discuss the future plans for Refined Properties and reevaluate their commitment.

Mr. Stack updated the Board that Newsco landscaping should be completed at the end of April. Mr. Stack reported that there were no new developments with the Conference Center.

- **Architectural Review**

No Report.

- **Executive Committee**

Mr. Schrader stated that the Three Crowns budget was discussed.

5. Interaction with City and County Representatives – Specific Issues and Concerns
County Representative Opella had nothing to report.

6. Other

Mr. Stack informed the Board he had accepted the Director's position with UW in the Incubator Building located at 2435 King Blvd. The entire Board congratulated him on this achievement. Mr. Stack informed the Board if there would ever be a conflict of interest in the future, he would surely excuse himself and abstain in voting.

The Annual City and County Meeting was discussed about a preference of date. It was determined the meeting will try to be scheduled with those involved for May 9th. Ms. Hahn will be in contact with the parties to confirm the proposed date.

7. Future Meetings/Agenda

Executive Committee Meeting - April 11th, 5:30 - 6:00 p.m. 2435 King Blvd., Big Horn Conference Room

Regular Board Meeting – April 11th, 6:00 p.m., 2435 King Blvd., Big Horn Conference Room

Three Crowns Management Committee – April 19th, 7:00 am, 2435 King Blvd., Big Horn Conference Room

Office Closures:

March 30th – Good Friday

8. Public Comment

There was no public comment.

9. Good of the Order

None.

10. Adjournment

There being no further action by the Board, a motion was made by Mr. Schrader and seconded by Mr. Stack to adjourn the meeting at 6:39 p.m. The motion carried with all members in attendance voting aye.

4-11-18

Date

4-11-18

Date

Robert F. Chynoweth
Board Officer

[Signature]
Presiding Officer